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The Potter Township Supervisors held a Regular Business Meeting on Wednesday, April 10, 2019 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:01 pm and led the Salute to the Flag.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Mike Jones
Engineer: Dan Sell
Secretary: Linda McCoy

Visitors: Bill Winkle, Jim Gabel, Casey Harrington, Captain Jon Hall, Lauren Patton, Shannon Debes,

Terri Baumgardner, Chris Heitman, Joe Hall, Sarah Pannell, John Owohyemi

- Mr. Shamp met at the Township on March 29th to test the new Township generator.
- Ms. Matsco, Mr. Shamp & Mr. Cwynar met with officials from Mead Township in Ohio regarding a proposed cracker plant in their area.
- Ms. Matsco met with Vicky Michaels and Kalyn Marksteiner on April 1st at the Township office regarding a DCNR Grant for the Tank Farm.
- Ms. Matsco, Mr. Shamp, Mr. Cwynar and Ms. McCoy met with a municipal fund advisor at the Township work session on April 3rd.
- Ms. Matsco, Mr. Shamp and Mr. Cwynar met with NOVA Chemicals & Tim Wetzel to tour the AES Power Plant on April 5th.
- Ms. Matsco and Mr. Shamp met at the Township building with Shell Pipeline to meet the new leadership on April 9th.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED
TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON MARCH 13, 2019.

CITIZENS: No comments.

OLD BUSINESS: No old business.

NEW BUSINESS:

MOTION: Earl Shamp

SECOND: AI Cwynar

MOTION CARRIED

MOTION TO PASS RESOLUTION 3-2019, A RESOLUTION CLOSING OUT COMMUNITY CONSERVATION PARTNERSHIPS GRANT

PROJECT (BRC-TAG-22-45). Ms. Matsco stated that the new name for the Tank Farm is *Rocky Bend Nature Preserve*.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED MOTION TO OPEN A NEW BANK ACCOUNT, TITLED "POTTER TOWNSHIP RECREATION BOARD" WITH WESBANCO TO TRANSFER FUNDS FROM THE GENERAL FUND AS THE REC BOARD HAS NEED FOR THEIR SCHEDULED EVENTS ACCORDING TO THE TOWNSHIP BUDGET.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

MOTION TO ENROLL THE TOWNSHIP GENERATOR INTO AN ANNUAL PLANNED EQUIPMENT MAINTENANCE AGREEMENT
FOR FIVE YEARS TO BE PAID ANNUALLY FOR A TOTAL COST OF \$2,604.20.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED MOTION TO RATIFY PASSING RESOLUTION 4-2019, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA, EMPOWERING AND DIRECTING THE BOARD OF SUPERVISORS TO SUBMIT A JOINT APPLICATION GRANT WITH INDEPENDENCE CONSERVANCY FOR THE ROCKY BEND NATURE PRESERVE DEVELOPMENT 2020. The Motion was made by Earl Shamp and seconded by Al Cwynar on April 5, 2019.

MOTION: Earl Shamp
SECOND: AI Cwynar
MOTION CARRIED

MOTION TO RATIFY PASSING RESOLUTION 5-2019, A RESOLUTION OF POTTER TOWNSHIP, BEAVER COUNTY,
PENNSYLVANIA, A SECOND CLASS TOWNSHIP UNDER THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA APPROVING
A MEMORANDUM OF UNDERSTANDING BETWEEN POTTER TOWNSHIP AND INDEPENDENCE CONSERVANCY. This MOU
will allow Independence Conservancy act as project coordinator for the proposed grant for the Rocky Bend Nature
Preserve.

The Motion was made by Al Cwynar and seconded by Earl Shamp on April 5, 2019.

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MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

MOTION TO APPROVE TIM WETZEL'S PROPOSAL FOR THE TECHNICAL PORTION OF THE TOWNSHIP'S FALL EXPANSION OF THE HALL FOR THE EMERGENCY OPERATIONS CENTER (EOC) AT A COST OF \$2,495.00. Mr. Wetzel will meet with members of the EOC.

SOLICITOR'S REPORT:

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

MOTION TO PASS RESOLUTION 6-2019, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA, APPROVING THE HALL SUBDIVISION PLAN NO. 1 IN ACCORDANCE WITH POTTER TOWNSHIP'S SUBDIVISION & LAND DEVELOPMENT ORDINANCE AND ZONING ORDINANCE. This Resolution was passed with conditions.

There was a discussion between the Board, Mr. Hall, Mr. Jones and Mr. Sell regarding the Subdivision and whether a Planning Module (one of the conditions) will be needed.

Mr. Jones stated that Mr. Hall finalized the Maintenance Agreement for his Private Road.

Mr. Jones is preparing a contract for Greg Merges - consultant for the Township hall remodel.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

MOTION TO APPROVE THE CHANGES THAT MR. JONES IS MAKING TO THE MASTER CONSULTING SERVICE AGREEMENT BETWEEN GEORGE MERGES, JR. AND POTTER TOWNSHIP TO PROVIDE PLANNING, DESIGN AND ARCHITECTURAL SERVICES FOR RENOVATIONS TO THE POTTER TOWNSHIP MUNICIPAL BUILDING.

ENGINEER'S REPORT:

- 1. GENERATOR: Most of the work on the generator is complete. Mr. Shamp thanked Pete Sudak and Dino Patton for a wonderful job. Ms. Matsco thanked Mr. Shamp and Mr. Sell for overseeing the project.
- 2. TANK FARM: Preliminary site plans have been created for the Tank Farm park development. A future meeting with Widmer Engineering is needed.
- 3. GUIDERAILS: Plans & probable costs have been prepared.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

MOTION TO HAVE WIDMER ENGINEERING PREPARE A BID PACKAGE FOR GUIDERAIL REPLACEMENT IN THE TOWNSHIP (Fishpot Road, Cross Street & Mowry Road).

PLANNING COMMISSION:

The Planning Commission stated they would approve a waiver of the Hall Subdivision Planning Module.

FIRE DEPARTMENT: Jim Gabel

ATV - the Department has the ATV along with the skid, radio and trailer. They are currently doing online safety training and will do a physical driving course in May with over 20 people from Raccoon and Shippingport.

On Monday the 15th, the Department will meet at Raccoon Reservoir with other fire departments and the Shell Pipeline people.

Mr. Gabel said that on a recent fire call - 4-5 busses from the Shell plant were ignoring the sirens and flashing lights on the brush truck near Pleasant Drive and he was unable to move the truck through traffic and had to come to a complete stop. A report was given to Captain Hall. Captain Hall stated that the CTPD has ramped up enforcement in that area and more traffic citations were issued.

POLICE DEPARTMENT:

Captain Hall reported that K-9 'Ingo' retired on March 31st and the new dog will be with at the Department at the end of May.

SHELL

Mr. Heitman said that the Route 18 parking lot is at capacity.

Ms. Matsco thanked Shell for the 1800 plants for the Tank Farm wetlands.

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ROAD DEPARTMENT:

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

MOTION TO APPROVE SIGNING THE 2019 SPRING COMMODITIES CONTRACTS THROUGH THE BEAVER COUNTY COG WITH:

Reed Oil fuel

Russell Standard liquid asphalt

McClymonds stone

The Road Department will use Lindy Paving for superpave – Lindy Paving did not bid through the COG.

The Township road sweeping is complete.

REAL ESTATE TAX COLLECTOR:

Vicky Leininger submitted 2019 March Real Estate Tax Report to the Supervisors.

TREASURER'S REPORT:

MOTION: Earl Shamp		SECOND: Al Cwynar		MOTION CARRIED	
The balance	in the	DCNR Grant Fund Account is	\$.06	\$198.08 was transferred into the General Fund	ļ
The balance	in the	Public Safety Account is	\$1,838,722.88	There were no bills for this account	
The balance	in the	Wage Tax Account is	\$60,800.12	There were no bills for this account	
The balance	in the	Escrow Money Account is	\$88,541.58	There were no bills for this account	
The balance	in the	Capital Equipment Account is	\$51,508.17	There were no bills for this account	
The balance	in the	State Liquid Fuels Account is	\$26,413.96	There were no bills for this account	
THE Balance	. III CIIC	General Fund Account is	γ1,001,177.70	Bills for this account totaled \$117,005.21	
The balance	in the	General Fund Account is	\$1 601 177 78	\$526,669.72 of this is MDIA permit fees	

MOTION TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF APRIL.

ANNOUNCEMENTS:

- The Planning Commission will not meet in April.
- The next Community Coffee will meet at the Township on April 24th at 10:00 am.
- Boy Scout Troop 437 is hosting a Spaghetti Fundraiser Dinner April 27th from 4 pm 6 pm at the Township Municipal Building.
- The Supervisors will hold a Work Session on Wednesday, May 1st at 6:00 pm.
- The next Regular Business Meeting is scheduled for Wednesday, May 8th at 6:00 pm.
- The Bunny Breakfast and Egg Hunt on April 6th went very well with over 60 people attending. Ms. Matsco thanked the Rec Board for a wonderful event.
- Planting was done at the Tank Farm on April 6th with the help of Shell and Independence Conservancy.

Mr. Jones and the Board went into Executive Session from 6:55 pm - 7:53 pm.

Upon returning from the Executive Session, Mr. Jones stated that he researched the Sewage Facilities Act and recommended that the Board should not waive the Planning Module requirement for the Hall Subdivision. In a discussion between the Board, Mr. Jones and Mr. Hall - it was determined that the Township acted erroneously in 2001 when Lenny Miller subdivided his property with non building waivers and that he did not create any new lots in 2018 when it was determined he did not need a planning module when he moved a lot line.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 7:59 PM.

Respectfully Submitted,